

Minutes of the Westmoreland Selectmen's Meeting  
Thursday, March 15, 2018

**BOARD MEMBERS PRESENT:** Jack Zeller, Clayton Stalker, Russ Austin  
Incoming Selectman Frank Reeder was present

Note: Per RSA 42:3 & 669:30, the person elected in a contested race at an election cannot take his or her oath of office until after the Friday following the election in case of a request for a recount. Therefore Jack Zeller was still a Selectman as of this meeting.

1. The meeting was called to order at 6:00PM by Chairman Zeller.
2. Approval of Minutes: March 1, 2018. A motion was made by Russ Austin, second by Clayton Stalker to accept the minutes as printed. Motion passed 3-0.
3. Guests/Public Business:
  - A. Broadband Advisory Committee:

John Snowdon and Chris Ballou presented a survey that they would like to send to everyone in town and also put it on-line that would give the committee information regarding current internet service in town and a better knowledge about what technology would be best for the town in the future. As the cost (\$302) to do this was not in the budget, John Snowdon volunteered to donate money if the town would pay for the mailing. A motion was made by Clayton Stalker, second by Jack Zeller for the town to pay the postage for the mailing. Motion passed 3-0. The Selectmen thanked the committee for the work they have done. Surveys that are not done on-line can be mailed to the Town Hall or dropped off at the Recycling Center, Town Hall or Library.  
*Committee member JJ Prior entered the meeting later and was told by the Selectmen about the outcome of the earlier vote.*
4. Accounts Payable: A motion was made by Clayton Stalker, second by Russ Austin to approve a manifest of \$21,713.00 for the Highway Department and \$28,936.67 for all other bills for a total of \$50,649.67. Motion passed 3-0.
5. Old Business:
  - A. Town Hall Rent: There will be a public hearing on April 5<sup>th</sup> at 6pm, per RSA 41:9-a, to increase the non-resident rent to \$200 per day for weddings and \$150 per day for all other activities. Resident rent for weddings will be increased to \$100 per day. All other resident rentals will remain \$25 per day.
  - B. Deposit Policy: A motion was made by Jack Zeller, second by Clayton Stalker to adopt the Town of Westmoreland Deposit Policy. Motion passed 3-0. All preparers of deposits will be given a copy of the Policy. Due to the fact that the town has never had a Deposit Policy in the past, it is understood that amendments may have to be made upon actual use of the policy.
6. Bill Campbell was present to discuss the job of Zoning Administrator. Bill has been serving as an Alternate member of the Zoning Board and will resign that position if appointed as Zoning Administrator. David Wirth, whose appointment expires March 31, 2018, had asked the Selectmen to find a replacement for him. A motion was made by Clayton Stalker, second by Russ Austin to appoint William Campbell as the Zoning Administrator as of April 1, 2018. Motion passed 3-0.

7. A motion was made by Clayton Stalker, second by Russ Austin to enter into non-public session per RSA 91-A:3,II(c) at 6:45pm. Motion passed 3-0.
8. A motion was made by Jack Zeller, second by Clayton Stalker to seal the non-public session minutes and return to public session at 7:08pm. Motion passed 3-0.
9. New Business:

Signature Approval was given for the following:

Payroll Manifests: 3/10/2018  
Ron Fish – mileage: 3/13/18  
Payroll Tax payments: 03/15/2018  
Veteran’s Credit: 2  
Land Use Change Tax: U5-1A

- A. A motion was made by Clayton Stalker, second by Jack Zeller to accept, per RSA 31:19, cemetery funds in the amount of \$200. Motion passed 3-0.
- B. A motion was made by Russ Austin, second by Jack Zeller to appoint the following: Motion passed 3-0.
  - Planning Board for 3-years: Jim Starkey, Steve Houle
  - Zoning Board for 3-years: Brian Merry, Ernie Perham (Alternate)
  - Conservation Commission for 3-years: Marshall Patmos, Jim Ranson, Perry Sawyer
  - Recreation Committee for 3-years: Susie Harris, Mark Hayward, Jr.
  - Building Inspector for 1-year: Larry Muchmore
  - Fire Chief for 1-year: Harry Nelson
  - Road Agent for 1-year: David Poklemba
  - Emergency Management Deputy for 5 years: Robert Hamilton
- C. A motion was made by Jack Zeller, second by Russ Austin that as of the first payroll in April, raises will be given to employees as budgeted. Motion passed 3-0.

Following the discussion that took place at Town Meeting on March 14<sup>th</sup>, the Selectmen have questions regarding the pay and hours of the Town Clerk & Tax Collector, Cindi Adler. As of March 12<sup>th</sup>, Mrs. Adler had posted a change in her hours starting April 1<sup>st</sup> from 15 per week to 12 hours per week, with evening hours only from 5-7pm on Monday nights. As an elected official, she can set her own hours. The town attorney will be asked if the town has any recourse in this because the Selectmen feel it is not in the town’s best interest to have fewer hours when a majority of complaints they get are about the lack of hours that the Town Clerk is open. Mrs. Adler stated at town meeting that she does work at home, but the Selectmen would like to see her do all of her hours in the office so she is more available for townspeople. It was noted that if Mrs. Adler were using the Tax Collector software program that the town purchased in 2010, her hours as Tax Collector would be less than doing the work by hand.
- D. A motion was made by Russ Austin, second by Jack Zeller to add newly elected Selectman, Frank Reeder and Treasurer, Theresa Russell as signers on the town’s checking account at TD Bank. All checks written require two signatures. Theresa Russell will be a signer on the Conservation Fund. Motion passed 3-0. Jack Zeller and Jo Ann LaBarre will no longer be signers on the account.
- E. A motion was made by Russ Austin, second by Jack Zeller to nominate Clayton Stalker as the Chairman of the Board of Selectmen. Motion passed 2-0.

Frank Reeder will be the selectmen’s representative on the Planning Board, with Russ Austin serving as his alternate if needed.  
Clayton Stalker will serve on the Budget Committee.

10. Correspondence: *All correspondence is available for review in the Selectmen's office.*

The City of Keene is inviting Selectmen to their annual meeting to discuss upcoming legislative proposals. The meeting will be held on April 3 at 6pm in City Hall.

11. The meeting was adjourned at 8:04pm.

Respectfully submitted,

Jo Ann LaBarre  
Town Administrator

BOARD OF SELECTMEN

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Clayton R. Stalker, Chairman

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Russ Austin

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Frank Reeder

NEXT MEETING –Thursday, April 5, 2018, 6:00PM  
MINUTES ARE INITIALLY POSTED AS UNAPPROVED  
SIGNATURES BY SELECTMEN DENOTE APPROVAL OF  
MINUTES